



DEPARTMENT OF THE NAVY

OFFICE OF THE SECRETARY
1000 NAVY PENTAGON
WASHINGTON, D.C. 20350-1000

SECNAVINST 5430.60D

OPA

July 22, 2003

SECNAV INSTRUCTION 5430.60D

From: Secretary of the Navy

Subj: OFFICE OF PROGRAM APPRAISAL (OPA)

1. Purpose. This instruction prescribes the mission and functions of the Office of Program Appraisal (OPA).
2. Cancellation. SECNAV Instruction 5430.60C.
3. Organization. The Office of Program Appraisal (OPA) is a staff office under the immediate supervision of the Secretary of the Navy. A senior Navy or Marine Corps officer will be assigned as Director. OPA will consist of a cadre of experienced officers and senior civilians.
4. Mission. OPA will provide the Secretary of the Navy (SECNAV) with a senior staff that can cover issues not under any single Assistant Secretary of the Navy (ASN) cognizance, and support ASNs while working with Chief of Naval Operations (CNO), Commandant of the Marine Corps (CMC), and Office of the Secretary of Defense (OSD) staffs to ensure the Secretariat is effectively aligning the Navy and Marine Corps visions and priorities as the Department of the Navy (DON) vision. OPA will assist the Secretary of the Navy (SECNAV) in developing and promoting his/her strategies, business and enterprise themes, and initiatives. Additionally, OPA will provide SECNAV with complete, timely, coordinated and focused information on major issues concerning the DON. OPA will foster a synergistic partnership, integration and coordination of views between CNO, CMC, the Navy Secretariat and OSD.
5. Functions. OPA will:
 - a. Align and coordinate vision, ideas, and themes across the DON.
 - b. Serve as a focal point for DON best business practice initiatives.

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- c. Monitor implementation of SECNAV initiatives and decisions.
- d. Serve as the SECNAV's liaison to the Senior Executive Council and other OSD forums.
- e. Provide quick-look coordinated analysis and assessments to ensure the SECNAV has accurate and objective information to make decisions.
- f. Coordinate annual performance plan, metrics, and execution reporting.
- g. Perform/coordinate special studies, as assigned by the SECNAV.
- h. Integrate the views of the Service staffs.



Hansford T. Johnson
Secretary of the Navy
Acting

Distribution:
SNDL A